

**Glyndon City Council**  
**Wednesday – May 13, 2026 – 7:00 a.m.**  
Regular Council Meeting  
City Hall Council Chambers

1. **Call to Order:** Mayor Joe Olson called the meeting to order at 7:00 a.m.
2. **Roll Call:** Council Members Present: Bryant DeVries, Shonna Severson, Patrick McCoy, Steven Ring; Administrator/Police Chief Justin Vogel; Maintenance Forman Jeff Berg, City Clerk/Treasurer Wendy Affield, and Administrative Assistant Hanna Dufault.  
  
As Per Sign in Sheet: None  
Virtual Attendees: None  
Absent: Fire Chief Jacob Cuchna
3. **Motion to Approve Consent Agenda** – A motion to approve the consent agenda was made by Steven Ring, seconded by Shonna Severson. All in favor.  
Motion carried.
  - a. **4/22/2026 – Council Meeting Minutes**
  - b. **4/28/2026 – Fire/Rescue Committee Meeting Minutes**
  - c. **Approve Resolutions of Payments**
4. **Any Additions to the Agenda** – Nothing at this time.
5. **Motion to Approve Agenda** - A motion to approve the agenda was made by Steven Ring, seconded by Patrick McCoy. All in favor.  
Motion carried.
6. **Old Business / Unfinished Business Updates** – Nothing at this time.
7. **New Business**
  - a. **Approve Hiring Two Seasonal Maintenance Workers – Kaden Cullen & Carter Argall.** A motion was made by Shonna Severson to approve the hiring of two (2) Seasonal Maintenance workers – Kaden Cullen & Carter Argall, seconded by Bryant DeVries. All in favor.  
Motion carried.
  - b. **Approve Hiring Matthew Nicholas for the Recycling Center Saturday Attendee & Community Center Weekend Worker.** A motion was made by Steven Ring to approve the hiring of Matthew Nicholas for the Recycling Center Saturday Attendee & Community Center Weekend worker, seconded by Patrick McCoy. All in favor.  
Motion carried.
  - c. **Approve Increasing Election Judge Wages to \$16.00 an Hour and Head Judge Wages to \$17.00 an Hour.** A motion was made by Shonna Severson to approve increasing Election Judge wages to \$16.00 an hour and Head Judge wages to \$17.00 an hour, seconded by Bryant DeVries. All in favor.  
Motion carried.
  - d. **Approve Resolutions 2026-3 – A Resolution Appointing Election Judges for the 2026 Primary Election.** A motion was made by Steven Ring to approve Resolutions 2026-3 – A Resolution Appointing Election Judges for the 2026 Primary Election, seconded by Bryant DeVries. All in favor.  
Motion carried.
  - e. **Approve Memorandum of Understanding Between the City of Moorhead and the Glyndon Police Department Relating to the use of the Moorhead Pound as an Approved Animal Impound Facility.** Vogel stated this is the equivalent to what they had with the FM Animal

Hospital. A motion was made by Patrick McCoy to approve the Memorandum of Understanding between the City of Moorhead and the Glyndon Police Department relating to the use of the Moorhead Pound as an approved animal impound facility, seconded by Shonna Severson. All in favor.

Motion carried.

**f. April 2026 Expense and Revenue Budget Sheets for Review** (*information only*)

- g. Discussion Concerning the Minnesota State Flag.** Council members discussed the potential reinstatement of the former Minnesota State Flag outside City Hall. Several Council Members reported receiving comments from residents requesting the former flag be displayed again. Following discussion, the Council unanimously agreed to reinstate the former Minnesota State Flag outside City Hall. A motion was made by Steven Ring to fly the former Minnesota State Flag, seconded by Bryant DeVries. All in favor.

Motion carried.

- h. Discussion Concerning Changes to Burning Permit Process and Fees.** Vogel informed Council the Fire Committee had met and discussed revising the current burn permit period from seven (7) days to a calendar-year basis. Under the proposed change, the permit fee would increase from five dollars (\$5.00) per week to twenty-five dollars (\$25.00) annually. Permit holders would be responsible for ensuring that conditions are safe for burning and for contacting dispatch prior to burning. A motion was made by Patrick McCoy to change the burning permit process and fees, seconded by Bryant DeVries. All in favor.

Motion carried.

- i. Glyndon Days Sign-up Sheet for Council & Employees** – The Glyndon Days Committee will be meeting following the Council Meeting. Included in the agenda packet is a sign-up sheet for the Council, employees and volunteers that we will need for Night to Unite and Glyndon Days activities. Please review and contact Affield when you are ready to sign up.

**8. Open Forum – Public Comments/Concerns** – Nothing at this time.

**9. Department Reports**

- a. Justin Vogel, Police Chief** – Chief Vogel states the department has been consistently busy. He expects to be back to full staff at the end of June when an officer returns from FMLA.
- b. Jeff Berg, Maintenance Department** – Berg reported crack sealing in Southview had been completed in preparation for sealcoating. Pothole repairs are currently underway. Sewer cleaning was being conducted this week from Southview to Lyndon Ave. He is measuring out for dust control. Branch pickup began today. Berg also reported that he has been working on the mini splits at the Community Center and has encountered difficulty locating replacement parts for the units. He is obtaining bids for replacements, which are estimated at approximately five thousand eight hundred dollars (\$5,800) each, while installation of a new furnace with central air is estimated at approximately eighteen thousand dollars (\$18,000). Berg stated, with summer coming we will want to make sure the air conditioning works.
- c. Jacob Cuchna, Fire Chief** – Absent – Nothing at this time.
- d. Wendy Affield, Clerk/Treasurer** – Affield is in the process of doing payroll this week. She has been working on the pollinator garden. Auditors should be here at the end of May.
- e. Justin Vogel, Administrator** – Vogel attended an Administrators' conference in Brainerd last week and stated it was informative and beneficial. Vogel apologized to Council reporting he and Mayor Olson attended a groundbreaking ceremony for the Glyndon Assisted Living Center the day prior, explaining the decision was made only a few hours in advance following a meeting with the Developers. He is hoping they will be able to do more advertising of the center with full Council. The project is looking to be completed in the spring of 2027 with thirty-six (36) rooms available.

- 10. Committee Reports** – The Fire & Rescue Committee met and reviewed the updated Fire Department policies and standards. Vogel stated department head meetings will be scheduled soon to begin discussions on the 2027 budget. The Council also received polos to wear at the night Council Meetings and community events while representing the City. Vogel informed Council we have four (4) homes

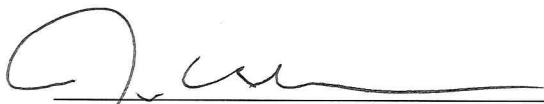
being built in town. Planning committee will be having a meeting soon to discuss future road plans within the City over the next 3-5 years.

**11. Time to Discuss the Additions to the Agenda** – Nothing at this time.

**12. Miscellaneous Announcements & Recognitions**

- City Hall will be Closed Monday, May 25<sup>th</sup> for Memorial Day
- Mayor Olson asked how clean-up week went having it back-to-back days? Berg informed Council it went very well, and he is hoping to keep doing it every year.

**13. Adjournment** – A motion was made by Steven Ring to adjourn the meeting at 7:25 a.m., seconded by Shonna Severson. All in favor.  
Motion carried.




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Joe Olson, Mayor



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Hanna Dufault, Administrative Assistant



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Wendy Affield, Clerk/Treasurer

May 13, 2026, Council Meeting Minutes



## Committee Meeting Minutes

**Committee:** Parks / Events

**Date:** May 13, 2026

**Location:** City Hall

**Time:** 7:30 am

### Attendees:

- Justin Vogel
- Shonna Severson
- Wendy Affield
- Hanna Dufault
- Jeff Berg

### Topic:

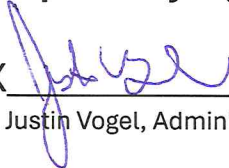
- Night to Unite / Glyndon Days
- Parks

### Meeting Notes:


The Committee visited about the events scheduled for Night to Unite on Tuesday, August 4<sup>th</sup> from 5:00 pm to 8:00 pm which includes the Community Picnic, Ice Cream Social, Games to Go, Face Painting, Caricature Pictures and the Bubble Bonanza Foam Dance Party. The next activity for Glyndon Days will be on Saturday, August 8<sup>th</sup> starting with the Parade at 10:00 am followed by the fun activities for the kids at 11:00 am. The activities include Games to Go, Balloon Sculpting, Caricature Pictures, Face Painting, Sand Art, Ball Toss, Dippin Dots, Vendor & Craft Show and lots of good food with our many Food

Trucks and concessions. The Committee also discussed options for Grand Marshal, donation list, selling buttons again and emphasizing how we will need volunteers to help make this a successful event. The last item on the agenda is concerning adding 2 picnic tables to the Southview Park area and replacing the bobble riding toys at the City Park.

**Prepared by Signature:**

X   
Justin Vogel, Administrator

**Council Member Signature:**

X   
City of Glyndon Council